Government of Saskatchewan

Annual Report 2004-2005

Saskatchewan Labour

Saskatchewan Centennial 2005

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Her Honour
The Honourable Dr. Lynda M. Haverstock
Lieutenant Governor
Province of Saskatchewan

Your Honour:

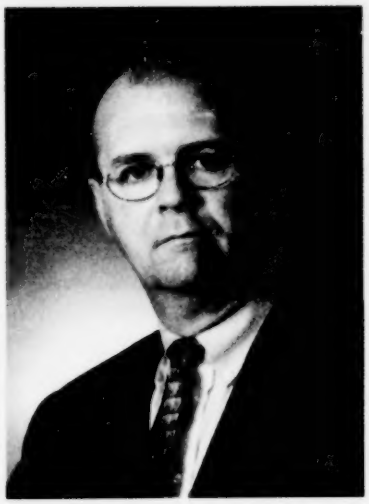
As Minister responsible for Saskatchewan Labour, it is my pleasure to respectfully submit the Annual Report for the fiscal year ending March 31, 2005.

Sincerely,

Deb Higgins

Deb Higgins
Minister of Labour and
Minister Responsible for
the Status of Women

The Honourable Deb Higgins
Minister of Labour



Dear Madam:

I have the honour of submitting the Annual Report of Saskatchewan Labour for the fiscal year ended March 31, 2005.

Respectfully submitted,

W. G. Craik
Deputy Minister

Introduction

The 2004-05 Annual Report of Saskatchewan Labour describes the department's results for the key actions and performance measures that were published in the 2004-05 Performance Plan that was released in March 2004.

This annual report also describes the department's results associated with the key actions included in *Our Plan for 2004-05* (the government-wide plan released with the 2004-05 budget, available at www.gov.sk.ca/finance/budget/budget04/ourplan.pdf).

This year's annual report contains a number of enhancements that are the result of the continued implementation of the government's Accountability Framework. Enhancements include improved and more detailed financial reporting and a more full analysis and discussion of the department's performance results. Reporting actual results – both financial and performance – as compared to the Performance Plan released earlier increases accountability to the public. Most notably, a detailed report on the activities of the Office of the Worker's Advocate is included for the first time.

The department's 2005-06 Performance Plan was released with the provincial budget on March 23, 2005. It can be found at: www.labour.gov.sk.ca/annual%20reports/LabourPP2005-2006.pdf.

Who We Are

Saskatchewan Labour's vision is a prosperous Saskatchewan that benefits from healthy workplaces and the equality of women.

The mandate of the department is to ensure safe, fair and productive workplaces in Saskatchewan. The department carries out this mandate through labour relations legislation; prevention, education and training services; promoting, developing and enforcing occupational health and safety and labour standards; providing support to injured workers; and assisting in preventing and resolving workplace disputes. The department also works in partnership with all other provincial departments and Crown Corporations towards the goal of equality for all Saskatchewan women.

Saskatchewan Labour works with employees and employers in a variety of ways to help ensure positive workplaces and prevent negative outcomes within work environments. The department has 180.8 full-time equivalent staff positions in offices in Regina, Saskatoon, Prince Albert, Estevan, Moose Jaw, North Battleford, Swift Current and Yorkton.

Our mission reflects the realization that a thriving economy depends on a shared commitment to safety, co-operation and equity by all employees and employers and the full participation of women in all sectors and facets of the economy.

The department's activities are categorized into seven main areas that focus on achieving our vision of healthy workplaces and the equality of women and our goals that support the economic and social development of the province.

The Labour Relations and Mediation Division provides information, training, bargaining assistance and mediation to labour and management in unionized workplaces. The division assists unions and management to resolve difficult labour disputes and work stoppages due to strikes and lockouts. Conciliation is provided to parties involved in collective bargaining disputes. Grievance mediation helps parties resolve issues prior to the arbitration stage. The division also helps parties improve communication and enhance, as well as rebuild, both working and bargaining relationships.

The division assists parties with interest-based negotiation (IBN), and grievance and workplace mediation, in order to prevent workplace conflict or resolve existing conflict. It delivers training to unionized workplaces in the areas of IBN and conflict resolution to improve participants' problem-solving skills.

The Labour Standards Branch provides services to Saskatchewan employers and employees in support of fair and equitable workplace practices. The Branch's aim is not only to enforce the labour standards legislation, but also to ensure employees and employers are aware of their rights and responsibilities under these laws. The Branch: investigates wage-related complaints; works with affected parties to resolve labour standards concerns; maintains a toll-free inquiry call centre during business hours and a 24-hour automated messaging system containing core information with the opportunity to leave a message for response at a later time; responds to requests for the Branch's position on specific fact situations and will suggest options meeting the requirements of the legislation that are suitable in the circumstances; develops and disseminates targeted information tools to inform employers and employees about their rights and responsibilities in the workplace; supports Saskatchewan Labour's website to ensure current and relevant information is available; and undertakes a variety of proactive initiatives to encourage and ensure compliance.

The Occupational Health and Safety Division works to improve workplace health and safety through five inter-related and complementary strategies. These are: increasing employer/ worker involvement in reducing workplace hazards; enforcing standards through workplace inspections and other enforcement tools; providing workplaces with technical support to identify and reduce hazards in such areas as air quality, radiation and ergonomics; providing youth and future workers with health and safety orientation before reaching the workplace; and increasing public awareness that health and safety must be part of workplace culture.

The Office of the Worker's Advocate provides assistance to and representation for any worker, or a dependant of a worker, who has suffered an industrial accident or disease and who is involved in a dispute with the Workers' Compensation Board concerning a compensation claim.

The Worker's Advocates represent injured workers or their dependents at all levels of appeal with the Workers' Compensation Board. While the main focus is the representation of workers through the appeals process, the unit also assists injured workers or their dependents in any way that enables them to obtain the benefits to which they are entitled without having to take the dispute through the formal appeals process.

The Education and Training Services Branch provides the strategic development, delivery and distribution of integrated programs and educational resources to address the principles of healthy and safe, fair and co-operative workplace practices. It works in partnership with a broad base of stakeholders, including: government; educational institutions; Aboriginal and Métis organizations; community-based organizations; and business and labour groups. Key areas of focus include the development of materials related to the *Ready for Work* program, the integration of occupational health and safety and labour standards information into First Nations and Métis training and educational programs and the implementation and promotion of injury prevention initiatives, including *Grow Up With Safety*.

Starting in 2005-06 the Education and Training Services Program will be delivered through the Occupational Health and Safety and Labour Standards programs.

The Work and Family Unit uses a capacity building approach that provides practical assistance to Saskatchewan employers, employees and community organizations to deal with issues of stress and fatigue that arise out of the lack of balance between work and family. This assistance includes community development expertise on the growth of partnership groups that focus on work-family issues, as well as a

range of knowledge-transfer resources, including self-help research instruments, that equip employers and employees to make their workplace more family-friendly.

Economic development and growth in Saskatchewan is strongly influenced by fair and balanced labour legislation. The Planning and Policy Division works with employees, employers and the associations that represent them, as well as community-based organizations and the general public, to ensure that policies, legislation and regulatory frameworks balance the interests of employees and employers by promoting and regulating healthy and safe workplaces, co-operation and employer and employee rights and responsibilities in Saskatchewan.

The Status of Women Office provides strategic direction and leadership to government on policy direction affecting the status of Saskatchewan women. In partnership with all government departments and Crown Corporations, its goal is to achieve economic and social equality for Saskatchewan women. The *Action Plan for Saskatchewan Women* provides a framework to guide the government in addressing women's equality issues in the province. Through the Intragovernmental Committee of Advisors on Women's Policy, individual departments, Crown Corporations and agencies are responsible for ensuring that women's issues are considered in government decision-making. The Office is a single window into government for women's organizations and fosters relationships with community stakeholders.

For more information about the organization of the department, its programs and legislation, please visit our websites listed in the "Where to Obtain Additional Information" section.

2004-05 Results at a Glance

Summary of Performance Results

The department responded to many challenges facing employees and employers and facing women and the women's community. Highlights of the most significant performance results are shown below.

Goal 1 – Fair Workplaces

- The Labour Standards Branch served approximately 66,000 callers, primarily through the centralized call centre. Seventy per cent of calls were from employees, 24 per cent were from employers and six per cent were from others.
- Received 2,365 new complaints, completed 2,520 investigations (including complaints received in the prior year), assessed $1.742 million in additional wages and collected $1.2 million in additional wages.
- Received 86 anonymous or third-party complaints in the Compliance and Review Unit (CRU): 71 had supporting evidence of non-compliance and required CRU intervention; eight provided no evidence to support wrongdoing; three were complaints about non-labour standards issues; and four were formal complaints (thus were transferred to the regular investigation unit). Of the 71 complaints investigated, 46 were resolved in the 2004-05 fiscal year. These resulted in additional wage payments in excess of $198,000 to about 1,350 employees. The top five complaints were about public holiday pay, overtime, annual holiday pay, work schedules and minimum call-out infractions.
- In partnership with the Canadian Restaurant and Foodservices Association, developed and distributed information on labour standards specifically for employers and employees in that industry.
- Delivered 45 educational presentations and workshops on rights and responsibilities in the workplace to approximately 750 students and others.
- Increased the knowledge and awareness of rights and responsibilities in the workplace of approximately 10,800 young people by distributing information and materials through participation in eight career fairs.
- Increased the knowledge and awareness of rights and responsibilities in the workplace of approximately 500 Aboriginal young people by distributing information and materials through participation in 13 presentations, displays and career fairs.

Goal 2 – Co-operative Workplaces

- Delivered 11 conflict-resolution training courses and 10 interest-based negotiation training courses.
- Completed 11 workplace mediations.
- Helped resolve high profile collective bargaining disputes at SIAST, Lilydale Co-operative Ltd., and POS Pilot Plant Ltd.

Goal 3 – Healthy and Safe Workplaces

- Implemented the comprehensive Action Plan for Healthy and Safe Workplaces to enhance education and enforcement initiatives to reduce Saskatchewan's high number of workplace injuries and illnesses.
- Assisted the Occupational Health and Safety Council to undertake the periodic review of occupational health and safety legislation.
- New Radiation Regulations became effective March 10, 2005 after consultations with industry stakeholders.

- Enhanced resources for investigations and prosecutions by implementing a two-year pilot agreement with the Saskatchewan Workers' Compensation Board (WCB) and Saskatchewan Justice for a full time prosecutor dedicated to Occupational Health and Safety (OHS) and WCB cases.
- An additional 324 Occupational Health Committees were started, bringing the total number to 4,281 across the province. A total of 4,195 workers and employers received committee and supervision training through 202 courses.
- Conducted 4,477 workplace inspections.
- Provided 4,861 testing and other technical services, related to occupational hygiene, toxicology, radiation and mine safety to workplaces.
- Established the Saskatchewan Labour OHS Practitioner Award Fund to help workers pay the costs of the new OHS Applied Certificate Program offered for the first time in November 2004 at SIAST's Kelsey Campus in Saskatoon. This 12-week applied certificate was developed through a partnership involving labour, industry, government and post-secondary organizations.
- Delivered *Ready For Work* Program orientation to 145 teachers through 10 workshops. This would translate into approximately 3,600 students being exposed to work skills education resources.
- *WorkSafe Saskatchewan*, a partnership between WCB and Saskatchewan Labour, public awareness campaign, was continued and expanded to include television advertisements.
- Introduced *The Family-Friendly Workplace Portfolio* to employers, employees and employment-related organizations in December 2004. Eight workplaces/ organizations received consultation on applying the tools that make up the Portfolio.
- Conducted five "train-the-trainer sessions" on the tools in *The Family-Friendly Workplace Portfolio* for 91 people including employers, employees and employment-related organizations.
- Continued implementing the Saskatchewan Family-Friendly Workplace Award. Funding with a partnership group has been secured, criteria for the award is being developed and an awards selection committee will be announced in Summer 2005.
- Facilitated a roundtable of community researchers and community organizations on work and family issues as part of the current review of the *Canada Labour Code*.
- Collaborated with the Saskatchewan Population Health and Evaluation Research Unit on research concerning employees' health in regard to the stress arising from the multiple roles they face in balancing work and family responsibilities.
- Collaborated with the Community-University of Saskatchewan Institute for Social Research on research on the quality of life in the core area of Saskatoon that will examine how employed parents manage to care for ill children, the need for flexibility and child care.
- Assisted the Departments of Community Resources and Employment and Learning in the development of the Early Learning and Care Strategy. Our contribution focused on the needs of employed parents and the interface of work-family policies, such as family responsibility leave, parental leave and the need for workplaces that are family-friendly.
- Collaborated with the University of Regina Faculty of Social work and the Child Hunger Education Program on a project concerning balancing work and family from the perspective of low-wage employees.
- Reduced the number of outstanding files waiting for the services of a Worker's Advocate from 92 to 50.

- Reduced the wait for the services of a Worker's Advocate from nine months to nine weeks.
- Initiated a new case management system to immediately refer files in certain categories to a Worker's Advocate for research and preparation of first level appeals. This will ensure that those workers who are unable to prepare an appeal on their own will receive service within nine weeks.
- Implemented ongoing and regular training sessions with the WCB to ensure that the Worker's Advocate staff remains current with new and revised workers' compensation legislation and policies.
- Assisted with the development of new systems to gather statistics for the Office of the Worker's Advocate.

Goal 4 – Equality of Saskatchewan Women

- The Progress Report (available on website www.gov.sk.ca) on the *Action Plan for Saskatchewan Women* was released by the Minister Responsible for the Status of Women on March 24, 2005. The Progress Report provides government responses to actions committed to in the *Action Plan for Saskatchewan Women*.
- Delivered an overview presentation of gender-based analysis (GBA) to executive management in government as a way of informing managers and supervisors of how GBA can assist them in their policy, program and legislative work. From April 1, 2004 to March 31, 2005, 238 government staff received this presentation.
- Provided advice, analysis and resources to organizations that are covered by the Pay Equity Policy Framework, including approximately 30,700 employees.
- Partnered with the Museum Association of Saskatchewan on a Centennial "Women of Influence" project.

Summary of Financial Results

The Department of Labour has spent $14.172 million in 2004-05 against a budget of $14.201 million. The savings were primarily a result of vacancy savings due to difficulty recruiting certain positions.

The revenue realized in 2004-2005 was $8.62 million against a budget of $8.72 million. The shortfall was due to vacancy savings in Occupational Health and Safety, that resulted in less costs to the Workers' Compensation Board.

The Full Time Equivalent (FTE) utilization for 2004-2005 was 168.7 FTEs against a budget of 180.8 FTEs. The saving of 12.1 FTEs is due to difficulty recruiting a number of positions and department vacancy management initiatives.

2004-05 Performance Results

Introduction

The following section provides detailed information on the progress that we have made towards our longer-term goals and objectives.

Annual performance information is used to assess overall progress towards goals and objectives each year and, in turn, to inform future plans and actions.

The key actions originally presented in our 2004-05 Performance Plan are listed below, followed by a report on our actual progress. Actual results information is included for all key actions and performance measures that were published in our 2004-05 Performance Plan.

The 2004-05 Performance Plan provides further information on the department's performance measures, and is available at www.labour.gov.sk.ca

Goal 1 – Fair Workplaces

Objective 1 – Fair treatment of workers with respect to terms and conditions of work

The Labour Standards Act and *The Labour Standards Regulations, 1995* set out rules and minimum standards that govern the employer/employee relationship. Compliance with these rules supports a prosperous Saskatchewan. Non-compliance often causes frustration in the workplace and negatively affects employees, their families, and competing businesses. This, in turn, may lead to unproductive resource allocation or actions.

To achieve and/or enhance compliance, the Labour Standards Branch: responds to queries and provides information to employers, employees and human resource practitioners on labour standards issues that can be used to resolve or avoid workplace concerns without having to resort to a formal complaint; undertakes investigations in response to formal complaints; responds to anonymous and third-party complaints where there is evidence of non-compliance with *The Labour Standards Act* and *Regulations;* develops and reviews workplace policy to ensure compliance with the Act; and undertakes targeted educational and compliance initiatives and provides informational sessions on new regulations.

Key Results

Amend *The Labour Standards Act* to provide job protection for employees who access Compassionate Care benefits through the federal government's Employment Insurance program [2004-05 planned result].

- *The Labour Standards Act* was amended (assented to on June 17, 2004) to allow people to take advantage of compassionate care benefits when caring for gravely ill family members

Develop and disseminate, in partnership with the restaurant and foodservices industry, written and web-based information tools to inform employers and employees about their rights and responsibilities in the workplace. [2004-05 planned result].

- In 2003-04, in co-operation with the Canadian Restaurant and Foodservices Association (CRFA), an information packet called *Labour Standards Information for the Restaurant and Foodservices Industry* was prepared to help employers and employees understand labour standards.
- An electronic version of the packet is available at www.labour.gov.sk.ca/standards/restaurant/restaurant.htm
- In the summer of 2004, officers of the branch delivered these packets and met with managers/operators at about 800 of the 1,800 Saskatchewan restaurant and foodservices outlets. A follow-up telephone survey of 160 of the 800 operators indicated that the packet was well received and appreciated.

Maintain a toll-free Inquiry Line Call Centre to provide labour standards information to the 50 – 70,000 workers, employers and human resource practitioners who call annually [2004-05 planned result].

- The branch served approximately 66,000 callers primarily through the centralized call centre. Based on branch records, 24 per cent of calls are from employers, 70 per cent from employees and six per cent from others.

Create a Compliance and Review Unit (CRU) to accept and investigate anonymous or third-party complaints where there is evidence to suggest non-compliance with *The Labour Standards Act* and *Regulations* [2004-05 planned result].

- The Labour Standards Branch, through the CRU, began accepting and investigating anonymous or third-party complaints where there was specific evidence to suggest non-compliance with *The Labour Standards Act and Regulations* in 2004-05.

- The CRU received 86 anonymous or third party complaints: 71 had supporting evidence of non-compliance and required CRU intervention; eight provided no evidence to support wrong; three were complaints about non-labour standards issues; and four were formal complaints (thus were transferred to the regular investigation unit).

- Of the 71 investigated complaints, 46 were resolved in the 2004/05 fiscal year. These resulted in additional wage payments in excess of $198,000 to about 1,350 employees. The top five complaints were about public holiday pay, overtime, annual holiday pay, work schedules and minimum call-out infractions.

Undertake 2,500 Labour Standards investigations [2004-05 planned result].

- The branch received 2,365 new complaints, completed 2,520 investigations (including complaints received in the prior year), assessed $1.742 million in additional wages and collected $1.2 million (including $198,000 through the Compliance and Review Unit) on behalf of affected employees.

Conduct regular reviews of the minimum wage [Throne Speech commitment].

- *The Labour Standards Act* was amended (assented to on June 17, 2004) to require the Minimum Wage Board to review the minimum wage at least every two years. The Board commenced a review with a call for submissions on June 18, 2004. The Board heard oral presentations up to and including November 9, 2004.

In addition to the 2004-05 planned results, the Labour Standards Branch undertook workplace information sessions.

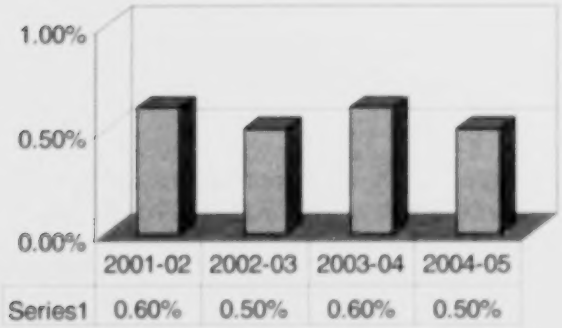
- Delivered 45 educational presentations on workplace rights and responsibilities to approximately 750 students and others.

- Increased knowledge and awareness of workplace rights and responsibilities of approximately 10,800 young people and educators by distributing information and materials through participation in eight career fairs.

- Increased knowledge and awareness of workplace rights and responsibilities of approximately 500 Aboriginal young people and educators by distributing information and materials through participation in 13 presentations, displays and career fairs.

Measurement Results

Per cent of the non-agricultural workforce that filed a complaint with the Labour Standards Branch.



	2001-02	2002-03	2003-04	2004-05
Series1	0.60%	0.50%	0.60%	0.50%

Source: Department of Labour, Labour Standards Case Management System Statistics. Canada 71F0004XCB, *Labour Force Historical Review*, 2003, as cited in The Saskatchewan Labour Force Report.

The performance measure result is arrived at by calculating the number of formal complaints received by the Labour Standards Branch as a percentage of the non-agricultural workforce.

The department has a low level of influence on complaints filed. Complaints will always be received; an acceptable target is that 99 per cent or greater (of the eligible non-farm workforce) should not need to file a formal complaint.

However, the measures provide an overview of non-compliance. This will assist in reallocating or refocusing resources and efforts towards sectors with unacceptable compliance rates and complaints. The department can have a significant impact on workplaces found in non-compliance.

Business insolvencies due to external, non-controllable factors will adversely impact this measure, as the voluntary resolution option is no longer available and formal complaints become necessary.

A comparable jurisdiction is not available; however, Alberta uses percentage of employers whose employment practices resulted in no complaints being registered with the Employment Standards Branch. As this is a new measure, 2004-05 data are not yet available. For further information see www3.gov.ab.ca/hre/pdf/deptbp_05-08.pdf.

Goal 2 – Co-operative Workplaces

Objective 1 – Improved skills for employers and workers in unionized workplaces to manage co-operative relationships

Workplace relationships embody many complex issues that, if not resolved, threaten the viability of the organization and, more generally, the health of the economy. Successfully dealing with these issues requires that both employers and employees are skilled in joint problem solving and conflict resolution. Positive employer-employee relations that reflect co-operation and teamwork are keys to success, and essential to maintaining Saskatchewan's competitive position. Progress has been made in achieving this objective. During 2003, time lost in Saskatchewan due to strikes and lockouts accounted for less than one per cent of all person days lost in the nation. This is down from 1.6 per cent during 2002 and 3.2 per cent during 2001.

Key Results

Provide conciliation services to employers and unions requesting assistance to resolve disputes and conclude negotiations to establish or renew collective agreements [2004-05 planned result].

- Concluded 13 agreements without a strike or lockout. Negotiated settlement of four strikes/ lockouts.
- Facilitated interest-based negotiations to conclude five agreements.
- Helped resolve high profile collective bargaining disputes at SIAST, Lilydale Co-operative Ltd. And POS Pilot Plant Ltd.

Conduct grievance mediations at the request of the parties to resolve disputes involving the interpretation and application of collective agreements [2004-05 planned result].

- Conducted 30 grievance mediations and resolved 21.

Act as an agent for the Labour Relations Board to assist in the settlement of first collective agreements, and provide conciliation or mediation services as directed by the Board [2004-05 planned result].

- Concluded one first collective agreement, conducted a series of information sessions regarding rights and responsibilities in conjunction with an organizing drive, and mediated two disputes involving unfair labour practices.

Delivered training sessions to increase knowledge and awareness of conflict resolution skills that can be applied in the workplace (2004-05 planned result].

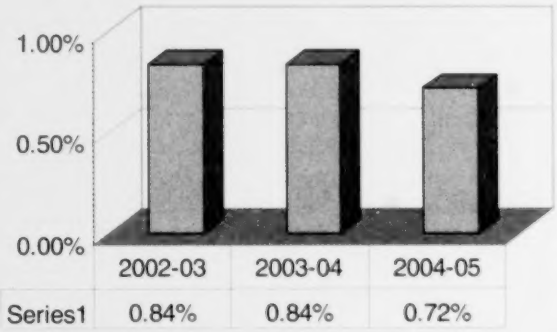
- Eleven Conflict Resolution training courses and 10 interest based negotiation training courses were delivered.

Assess and mediate workplace conflict [2004-05 planned result].

- Eleven workplace mediations were completed.

Measurement Results

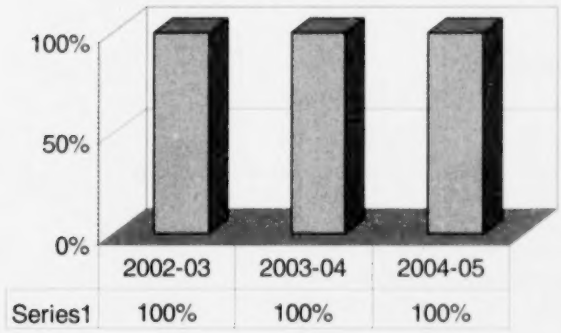
Per cent of agreements resolved in conciliation without a work stoppage



Source: Department of Labour, Labour Relations and Mediation Services case files.

Outcomes may vary from year to year. Work undertaken by the Labour Relations and Mediation Division is subject to client demand and is cyclical in nature. The department has no influence on the level of client demand. Rather, the parties bear complete responsibility for concluding their own agreement. The role of conciliation is to bridge the differences between the parties and assist them in achieving a settlement.

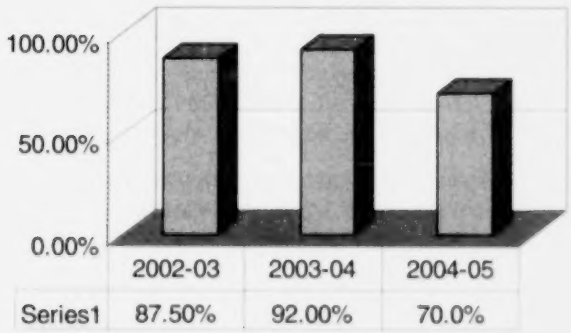
Per cent of agreements concluded in conciliation where a strike or lockout has occurred



Source: Department of Labour, Labour Relations and Mediation Services Case files.

These results may vary somewhat from year to year. The parties may consider using other dispute resolution mechanisms, such as interest arbitration, to achieve final settlement of their differences. When this occurs, the division would have no impact on the settlement.

Per cent of grievances resolved in mediation



Source: Department of Labour, Labour Relations and Mediation Services Case files.

Performance measures may vary from year to year and diverge from the target. Work undertaken by the division is subject to client demand and is cyclical in nature.

Goal 3 – Healthy and Safe Workplaces

Objective 1 – Improved workplace health and safety

Each year, nearly five per cent of our provincial workforce suffers from a work-related injury or illness severe enough to take them off the job (*Workers' Compensation Board Annual Report, 2004*). The Province's social and economic well-being depends on healthy and safe workplaces. The Department works to improve workplace health and safety through five inter-related and complementary strategies. These are: 1) engaging employers and workers in reducing workplace hazards; 2) making legal standards for healthy and safe work known and enforcing them; 3) providing workplaces with health and safety services to meet standards, including research, technical services, information, education and training; 4) providing youth and future workers with basic health and safety orientation before entering the workforce; and 5) increasing public awareness to promote healthy and safe practices as part of the community and workplace culture.

Changing demographics and rapid industry growth impact the number of workplace injuries and illnesses, and therefore the focus of different initiatives. For example, the Saskatchewan workforce is generally aging and the injury and illness rates of workers over 45 years of age are increasing. Growth industries, such as the petroleum and mining sectors, tend to have more inexperienced workers who in turn have higher injury rates than more experienced workers.

Key Results

Develop and support the Saskatchewan Workplace Responsibility System through engaging employers and workers in reducing workplace hazards by:

- Supporting the 4,000 current occupational health committees and adding up to 300 new committees each year with a focus on larger, higher risk workplaces

- Helping workplaces develop occupational health and safety programs or systems in approximately 1,600 higher-risk workplaces, focusing on 400 workplaces with the highest rate of injuries and illnesses. [2004-05 planned result]
- Increased the number of workplace occupational health committees to 4,281, including 324 new committees. These employer/worker committees now cover an estimated 217,000 workers.
- Initiated a new targeted inspection program that focused 2,200 inspections on higher-risk workplaces, including 261 workplaces with the highest number of injuries and illnesses.

Improve compliance with Saskatchewan legal standards for healthy and safe work by making sure they are known and enforced through approximately 4,500 onsite inspections, an increase of 50 per cent as part of the Department's *Action Plan for Healthy and Safe Workplaces* [2004-05 planned result].

- Conducted a total of 4,477 on-site workplace inspections plus 338 inspections by new officers in training (accompanying experienced officers).
- Investigated 177 serious incidents, 13 fatalities, 48 refusals to do unusually dangerous work, 39 complaints of discriminatory action, and 39 harassment cases.
- Granted 71 exemptions to current standards and addressed 23 appeals of Notices of Contraventions.
- As part of the new targeting program with Workers' Compensation Board under the *WorkSafe Saskatchewan* partnership, prioritized enforcement and education activities, focused on 20 firms (initially 10 firms from all sectors and later in the year, 10 employers from the health sector) with higher injury records based on WCB claims. These firms had 14 per cent of WCB FTEs and 23 per cent of time loss injuries. Overall, the non-health sector firms improved by 16 per cent from 2003 to 2004.

Reduce lost-time injuries by five per cent in 2004-05 by increasing the number of Occupational Health and Safety Officers visiting worksites and providing education and training on identifying and controlling workplace hazards [2004-05 planned result].

- Based on WCB data, the number of lost-time injuries in 2004 was 14,329, down 547 (3.7 per cent) from 2003. The injury rate decreased from 4.81 to 4.40, or 8.5 per cent.

Implement the *Action Plan for Healthy and Safe Workplaces* by:

- Issuing more notices of contravention to ensure standards are met;
- Prosecuting more often for serious or repeated non-compliance with health and safety standards;
- Training more Occupational Health Committee members and representatives to increase employer and worker education on injury and illness prevention; and,
- Enhancing technical support to workplaces to better manage hazards and address emerging issues such as SARS and West Nile Virus. [2004-05 planned result]
- Issued 4,808 contraventions, including 242 cessations of work.

Enhanced resources for investigations and prosecutions by implementing a two-year pilot agreement with WCB and Saskatchewan Justice a full time prosecutor dedicated to OHS and WCB cases, including tripling the number of prosecution cases for non-compliance to 26.

- Provided training to 4,195 employer and worker representatives in 202 training courses addressing workplace occupational health committee's functions and supervision.
- Provided workplaces and the public with occupational health and safety information, including 14 publications on issues such as respiratory protection for health care workers, vaccinations and noise in the workplace.

Provide health and safety services for workplaces to reduce hazards to meet health and safety standards by:

- Undertaking applied research to reduce workplace hazards in at least 10 targeted industries and occupations;
- Providing 4,000 technical services in such areas as hygiene, toxicology, ergonomics and radiation with increasing emphasis on ergonomic and radiation safety; and
- Providing information, education and training. [2004-05 planned result]

- Conducted 12 applied research projects, including safe use of metal working fluids, work design issues and causes of related injuries for the meat processing industry and evaluating the potential for high-resolution chest CT dose reduction by the use of a helical protocol.
- Provided 2,748 health and safety technical services in occupational hygiene and ergonomics including responding to requests regarding working environment, processing laboratory samples, providing testing equipment to workplaces, and providing environment assessments for such issues as asbestos removal and intensive agricultural operations.
- Provided 1,487 radiation safety services, protecting 5,041 workers and the public at large, including laboratory tests and calibrations of equipment, quality assurance tests for medical and dental workplaces, on-site inspections and consultations.
- Provided 159 toxicology services, including consultations, risk assessments at workplaces, investigations of causes of illness at workplaces and auditing of material data sheets as part of the Workplace Hazardous Materials Information System (WHMIS) program.
- Provided 467 technical support services to the mining sector including administering exams for blasting explosives, supervisors, and mine rescue operations.
- In partnership with the University of Saskatchewan, provided an Occupational Health Clinic and Chief Occupational Medical Officer service to review 100 specific occupational health illness cases and provide advice on prevention programming, such as medical screening of sheet metal workers for asbestos-related illnesses.
- Provided 615 presentations on health and safety issues and reached nearly 16,000 participants through loans of video resources.
- Supported seven of the 20 participants to attend the OHS Applied Certificate Program through the Saskatchewan Labour OHS Practitioner Award Fund that was established to help workers pay the costs of the new OHS Applied Certificate Program offered for the first time in November 2004 at SIAST's Kelsey Campus in Saskatoon. The 12-week applied certificate and prior learning assessment process (PLAR) was developed through a partnership involving labour, industry, government and post-secondary organizations.

Assist the Occupational Health and Safety Council to undertake a review of provincial health and safety legislation, involving extensive stakeholder consultations, that may result in revised standards. [2004-05 planned result]

- Provided facilitation and research for nine stakeholder task teams to review technical matters related to specific parts of the regulations as well as contentious standards related to particular industries, and an additional consultation process focusing on sharps injuries to assist Council in its deliberations of over 100 stakeholder submissions received in response to the request for submissions which closed on May 15, 2004.

Assist the Saskatchewan Radiation Health and Safety Committee in conducting a review of *The Radiation Health and Safety Regulations*, which will result in updated standards for radiation safety for workers and the public. [2004-05 planned result]

- New *Radiation Health and Safety Regulations* were enacted March 10, 2005 following consultation with industry stakeholders.

Increase healthy and safe work practices as part of community and workplace cultures through:

- *WorkSafe Saskatchewan* promotion activities such as the *WorkSafe* website with over 1,000 articles; and
- Partnerships with public and private agencies, such as North American Occupational Safety and Health (NAOSH) Week. [2004-05 planned result]
- *WorkSafe Saskatchewan*, a prevention promotion partnership between Saskatchewan Labour and the WCB, continued its television placement, radio and print promotional campaign and expanded its website to over 1,100 articles and more than 206,000 visits to raise awareness of workplace safety.
- Saskatchewan Labour, in partnership with the WCB, Canadian Society of Safety Engineering (CSSE), the Canadian Centre for Occupational Health and Safety (CCOHS), the Government of Canada, the American Society of Safety Engineers (ASSE) Saskatchewan Safety Council and the safety associations, hosted the official national launch of NAOSH Week 2004.

With previously approved funding, Labour will be able to fund the following new positions within Occupational Health and Safety:

- A radiation specialist to increase the number of radiation equipment inspections and improve adherence to regulation in the northern uranium industry;
- A second Occupational Hygiene Officer to provide field inspection and advice on ergonomics [2004-05 planned result].
- Recruitment for a radiation specialist position was initiated late in 2004-05 as the new regulations were being finalized.
- On April 1, 2005 an education consultant position and staff member were transferred to the OHS Division from another Department unit to work with the ergonomics specialist in developing and providing educational resources.

Help young people make the transition from school to work by providing training to 160 teachers to deliver work skills education to approximately 4,000 students [2004-05 planned result].

- Delivered *Ready For Work* Program orientation to 145 teachers through 10 workshops. This would translate into approximately 3,600 students being provided with work skills education resources.
- Developed and piloted a new Practical and Applied Arts credit option course focusing on workplace health and safety for high schools by working in partnership with Saskatchewan Learning and other stakeholders.
- Developed and piloted an OHS module for integration into post-secondary curricula by working in partnership with SIAST.

Measurement Results

Per cent of Saskatchewan workers who are working in provincially regulated workplaces [with 10 or more workers] that have occupational health committees

	2001-02	2002-03	2003-04	2004-05
Series1	75%	78%	79%	82%

2001-02 = 75% or 198,347 out of 265,000 (estimated)
2002-03 = 78% or 206,751 out of 265,000
2003-04 = 79% or 209,754 out of 265,000
2004-05 = 82% or 217,000 out of 265,000

Source: Statistics Canada 61F0040XCB, *Canadian Business Patterns*, 2003. Statistics Canada 71F0004XCB, *Labour Force Historical Review*, 2003. Department of Labour, Occupational Health and Safety Committee Program.

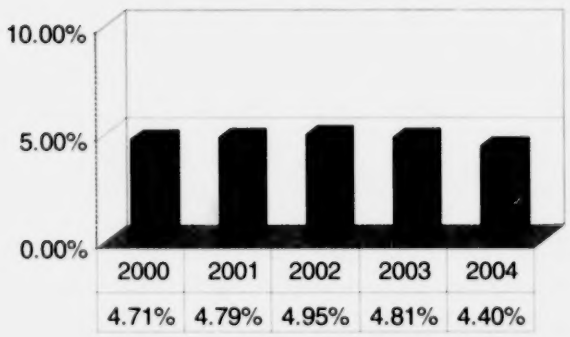
The performance measure is calculated by dividing the number of workers covered by active Occupational Health Committees by the estimated number of workers in provincially regulated workplaces with 10 or more workers.

The estimate of the number of provincial workers in workplaces of 10 or more employees was recalculated from 2002-03 using Statistics Canada Business Registry and Labour Force data, giving an estimate of 265,000 workers rather than the 300,000 initially used in the calculation of the measure reported in the 2002-03 Annual Report.

The Department has direct influence over the percentage of workers covered by Occupational Health Committees (OHCs) to the extent the legislated requirements are enforced. The actual rate of compliance will be impacted by the commitment of employers to implement and support an OHC, particularly in smaller, more transient workplaces. An accurate estimate of the number of workplaces and number of workers that require an OHC is difficult to obtain.

The improvement in this performance measure is due to an increase of 324 new Occupational Healtn Committees in Saskatchewan. The Department will continue to expand the number of Occupational Health Committees in the future with a commitment to increase the number of committees by a further 300 in 2005-06.

Lost time injury rate



Sources: Statistics Canada 71F0004XCB, *Labour Force Historical Review*, 2003.

The lost time injury rate measures the number of injuries reported to, and accepted by the WCB per 100 full-time equivalent workers.

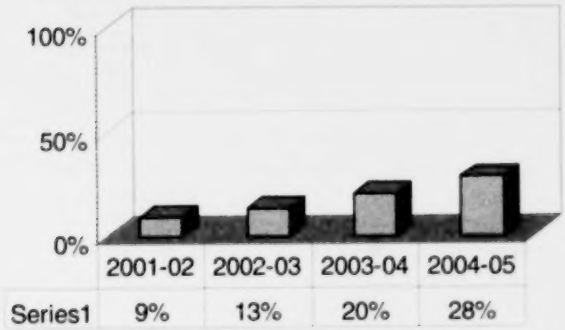
The number of WCB accepted claims in a calendar year involving lost time from work is divided by the estimated number of full-time equivalent workers based on Statistics Canada industry average wage data and WCB payroll information. As not all workers are covered by the WCB, not all workers report injuries or illnesses. The estimated number of full-time workers is a derived number and the rate is only a proxy for the actual number of workplace injuries or illnesses.

Each year nearly five per cent of our workforce suffers from a work related injury or illness severe enough to take them off the job. In 2002, 15,174 Saskatchewan workers lost time from their job – a lost time injury rate of 4.95 per cent. This was the second highest injury rate in Canada. Progress is being made. We set an initial target of a 20 per cent reduction – down to four per cent over the next four years. The injury rate was 4.81 in 2003 and 4.40 in 2004, a decrease of 11.1 per cent in the last two years. More workers are now covered by the WCB, but fewer workers are being injured.

This measure is commonly used in other jurisdictions and does provide an indicator of the relative number, type and severity of injuries for most workplaces. Based on WCB statistics, not all workers are covered, notably most farmers and farm workers are excluded. The data are based on reported and accepted claims. Also, the data tends to focus on traumatic events, such as injuries rather than illnesses, and as different industries tend to have different reported injury rates, changes in type of employment can affect the overall rate.

The Department has a low level of influence on the overall workplace injury rate. Economic factors among many things influence, on a yearly basis, workplace injuries.

Per cent of Practical and Applied Arts high school students receiving occupational health and safety orientation as part of the Ready for Work Program.



Sources: Saskatchewan Learning and Saskatchewan Labour databases.

The performance measure is calculated by multiplying the number of Practical and Applied Arts teachers who have received orientation training by the average number of students in a class (25), then dividing by the total number of Practical and Applied Arts students (enrolled in a three year cycle).

In 2004-05 the number of Practical and Applied Arts high school students receiving occupational health and safety orientation increased eight percentage points over 2003-04.

The number of students receiving occupational health and safety orientation increased as a result of an increase in the total number of teachers who have received orientation training.

Saskatchewan Labour has no influence over the Practical and Applied Arts courses that are offered in provincial high schools. However, through ongoing collaboration with the Curriculum Branch of Saskatchewan Learning, the Department has a moderate level of influence over the training of Practical and Applied Arts teachers in the *Ready For Work* program. It is reasonable to assume that the number of students exposed to *Ready For Work* resources will increase in conjunction with the number of Practical and Applied Arts teachers who register for and receive training in the use of the program.

For more information on specific *Action Plan* initiatives and periodic updates on these initiatives visit www.labour.gov.sk.ca.

Objective 2 – Improved work-family/ life balance

The significant increase in the number of dual-earner families (and lone-parent families) has intensified the stress and fatigue many employees experience as they attempt to balance the needs of their jobs and their families. Employers' interest has heightened in this issue as research shows that work-family conflict impacts the economic well being of business and service organizations in the private, public, and non-profit sectors. The Work and Family Unit was established to assist all sectors in the province to strengthen their capacity to develop workplaces that are more family-friendly.

Key Results

Provide a set of practical field-tested tools (formerly the work and family/life planner, now *The Family-Friendly Workplace Portfolio*), which will assist employers and employees to make workplace change that leads to improved work and family/life balance within 12 Saskatchewan workplaces, which may have a range of 10 employees to 2,000-3,000 [2004-05 planned result].

- This set of tools (*The Family-Friendly Workplace Portfolio*) was introduced to employers, employees, and employment-related organizations in December 2004. Eight workplaces/organizations have pursued application and consultation on the tools in *The Family-Friendly Workplace Portfolio*.

Continue to implement the "train-the-trainer modules" (which now focus on the tools in *The Family-Friendly Workplace Portfolio*) in partnership with human resource associations, and possibly SIAST, the University of Saskatchewan and the University of Regina [2004-05 planned result].

- Five formal training/orientation sessions (Yorkton, Regina, Saskatoon (2), Moose Jaw) were provided to 91 people including 53 employers, employees, and employment-related organizations.

Facilitate a provincial, community-based Family-Friendly Workplace Award as a response to the federal-provincial-territorial recommendation for jurisdictions to implement an incentive or awards program to encourage workable and co-operative ways to increase work-life balance. [2004-05 planned result]

- The Saskatchewan Family-Friendly Workplace Award is now being implemented. The funding with a partnership group is in place, a detailed model has been developed, and a multi-sectoral provincial committee, which will select the Award recipients, will be announced in Summer 2005. *The* Saskatchewan Family-Friendly Workplace Award will be awarded on December 1, 2005 at the Delta Bessborough Hotel in Saskatoon. The Vanier Institute of the Family (Ottawa) is providing a keynote speaker.

Facilitate public evidence-based dialogue on family-friendly public policy options [2004-05 planned result].

- Early in 2005, The Work and Family Unit was invited by the Federal Labour Standards Review Commission to facilitate a roundtable of community researchers and community organizations on work and family issues which is one of three key drivers of the current Review of Federal Labour Standards. The roundtable was held on February 3, 2005 at the Radisson Hotel in Saskatoon, with 15 participants from the University of Saskatchewan, University of Regina and community-based organizations.

Facilitate the development of research capacity at the University of Saskatchewan and the University of Regina relative to work-family issues. Included will be the development of outcome measures to gauge the effectiveness of work-family/life programming [2004-05 planned result].

- The Unit is represented on a Research Committee for the Saskatchewan Population Health & Evaluation Research Unit (SPHERU) regarding a study on health and multiple roles (work-family) which includes aboriginal employees. Data collection for this research is nearly complete and the analysis has begun.
- In September 2004, the Unit accepted an invitation to be a member of an advisory committee for the project, *Promoting high quality health care workplaces: Learning from Saskatchewan.* This is a collaborative project headed up by nursing researchers and other health researchers from the University of Regina and the University of Saskatchewan.
- In November 2004, the Work and Family Unit agreed to a request for assistance from the Community-University [University of Saskatchewan] Institute for Social Research (CUISR) in obtaining funding for research on quality of life in the core area of Saskatoon. This research will include an examination of how employed parents manage care for ill children, the need for flexibility, childcare and such.

In addition to the planned results the following was achieved:

- In May 2004, The Work and Family Unit responded to a request to join officials from Saskatchewan Learning, and the Department of Community, Resources and Employment, in order to assist with the development of the Early Learning and Care Strategy (given expected increased Federal funding). This led to key involvement on this strategy in respect to the needs of employed parents and the interface of work-family policies such as family responsibility leave, parental leave policies, and the need for workplaces that are family-friendly.
- Collaborated with the University of Regina's Faculty of Social Work and the Child Hunger Education Program to deliver a project regarding balancing work and family from the perspective of low-waged employees. A community-based proposal for a year-long intensive project regarding low-waged employees was also developed.

Measurement Results

Number of workplaces/organizations that request assistance in becoming aware of work and family issues

2002 - 03 Results	2003 - 04 Results	2004 - 05 Results
30	26	14

Source: Saskatchewan Labour, Work and Family Unit Administrative Records

The measure is based on the number of workplaces/organizations that request and receive assistance in becoming aware of work and family issues. It is a reflection of voluntary involvement of employers, employees, and organizations in becoming more family-friendly.

The number of organizations receiving assistance declined from 26 in 2003-04 to 14 in 2004-05. This was due to staff medical leave for four months and to a shifting of workplace interest after December 2004 to *The Family-Friendly Workplace Portfolio* (see the second key result and third measurement result).

Number of work and family community-based partnerships

This measure is a reflection of the capacity-building approach to assisting workplaces and communities to develop community-based partnerships. The extent to which these groups become effective is a product of numerous contextual factors over which we have little control.

2002 - 03 Results	2003 - 04 Results	2004 - 05 Results
3	3	3

Source: Saskatchewan Labour, Work and Family Unit Administrative Records. Information from local groups in Yorkton, Regina, and Saskatoon.

The three community-based Work-Family/Life groups are successful in strengthening employer, employee, and community capacity towards creating family-friendly workplaces.

In March 2004, the Balancing Work and Family Alliance presented a Town Hall Forum entitled: "Helping Kids Eat Well: Nutrition, Work & Family Balance and the Food Industry" for over 90 educators, employers, employees and parents.

In April 2004, the Regina Work Life Balance Network hosted the speaking event: *Work-Life Balance in Saskatchewan: Making the Case for Change*, at which Dr. Linda Duxbury delivered her latest work-life research to over 300 employers and employees.

In March 2005, the Yorkton Balancing Work and Family Committee hosted an orientation seminar on *The Family-Friendly Workplace Portfolio* for 18 employers and employees from Yorkton and district. The members of the Yorkton Committee include representatives from the Yorkton Chamber of Commerce, the Yorkton District Labour Council Women Entrepreneurs of Yorkton, the Sunrise Health Region, and the Society for the Involvement of Good Neighbours (SIGN).

In March 2005, The Balancing Work and Family Alliance (Saskatoon) hosted an orientation session on *The Family-Friendly Workplace Portfolio* for eight employers, employees, and community representatives.

The Work and Family Unit functions as a development and training consultancy for the above groups and assists in a capacity-building fashion in supporting these local events.

External factors have a high degree of impact on the community-based groups since they are dependent on local leadership and the availability of volunteer commitment and community resources.

Number of workplaces/organizations that we are assisting to make sustained culture change through application of The Family-Friendly Workplace Portfolio

2002 - 03 Results	2003 - 04 Results	2004 - 05 Results
1	1	8

Source: Saskatchewan Labour, Work and Family Unit Administrative Records.

Sustained culture change refers to a process that develops a family-friendly approach to many aspects of work including work arrangements, management style and the overall attitudes and values within the work environment.

It was anticipated that the Unit would be able to engage 12 workplaces in using The Family-Friendly Workplace Portfolio to make sustained culture-change. Since The Family-Friendly Workplace Portfolio was delayed in preparation and publication, this was not possible.

Although the target was not met in respect to use of The Family-Friendly Workplace Portfolio, there has been a strong positive response to this new set of practical tools. For detail see the second key result.

Many workplace contextual factors (e.g., hiring, bargaining, change in HR staff, union officials, for example) determine whether interested employers and employees can begin to implement specific tools in their workplaces.

Given that the Work and Family Unit is a new program (established mid 2000-01 and not staffed until late 2001-02) with a broad developmental mandate, by the close of 2004-05 it is clear that this program is making substantive progress towards its objective of achieving "improved work-family/life balance." This is indicated through the completion in 2004-05 of two major projects (The Family-Friendly Workplace Portfolio and The Family-Friendly Workplace Award) as well as a significant increase in media, public, and employer/ employee awareness of The Work and Family Unit, as evidenced by requests for information and development assistance, especially regarding The Family-Friendly Workplace Portfolio.

Objective 3 – Fair and timely resolution of workers' compensation appeals on behalf of injured workers

The Office of the Worker's Advocate (OWA) provides assistance to any injured worker or dependant of any injured worker who has suffered a work-related injury and who has a dispute with the Workers' Compensation Board concerning their claim for compensation. The Worker's Advocates represent workers or their dependants at appeals with the Workers' Compensation Board. In addition to representing workers through the appeals process, the OWA will assist an injured worker to obtain benefits they are entitled to without taking the dispute through the appeals process. A work related injury could have a significant impact on a worker and his or her family should the worker not receive the benefits he or she may be entitled. An early resolution of disputes with the Workers' Compensation Board can minimize the negative financial, medical and family impacts disputes can cause.

Key Results

Streamline processes to ensure that injured workers requesting assistance are dealt with in a timely and appropriate manner.

- Reduced the waiting time for the services of a Worker's Advocate from nine months in April 2004 to nine weeks in April 2005. The workers who were waiting for this service had already taken their appeal to the Appeals Committee on their own and the appeal had been denied. They needed the services of an Advocate to prepare the appeal and to represent them at the final level of appeal, the Board members.

- Initiated a new case management process to refer files in pre-determined categories to a Worker's Advocate as soon as the worker or family member approached the OWA for assistance. This meant that those workers who were unable to research and prepare an appeal on their own, received assistance within nine weeks of their initial contact.

- Implemented ongoing and regular training sessions with the Workers' Compensation Board to ensure that the Worker's Advocate staff remains current with new and revised workers' compensation legislation and policies. This training will result in the Worker's Advocates having a more in-depth knowledge of the legislation they work with.

Develop new programs to track and analyze the requests the OWA receives.

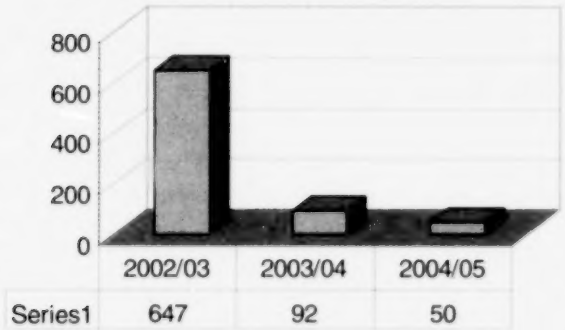
- Developed new systems to gather statistics for the OWA.
- Additional work continues which includes development of programs that will track trends developing and/or the frequency of issues that are appealed to the Workers' Compensation Board.

Analyze the incoming workload to determine the appropriateness of the OWA resources.

- Implemented a system to track the number and type of files the OWA receives on a monthly basis. This information will be used to confirm that the resources within the OWA are being utilized effectively and appropriately.

Measurement Results

The number of files waiting for the services of an Advocate

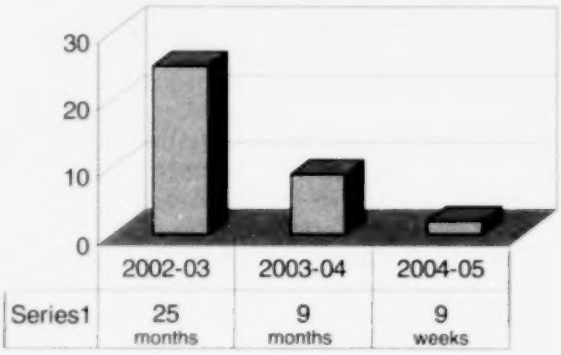


Source: Saskatchewan Labour, Office of the Worker's Advocate division records.

This measures our ability to provide service to our clients in an effective and efficient manner. This also allows us to determine our resource requirements.

This measure quantifies the number of assigned files in comparison to the total number of files, both assigned and unassigned, being held by the OWA. By tracking the percentage of assigned files, we can gauge the success of the programs we offer as well as ensure our office has the appropriate amount of resources.

Length of time an injured worker must wait for the services of an Advocate



Source: Saskatchewan Labour, Office of the Worker's Advocate division records.

This measure calculates the length of time between when the file is put into the backlog and the assignment of that file to an Advocate.

This measures our ability to provide service to our clients in an effective manner. This will allow us to provide services that best suit the needs of injured workers. The length of time a worker has to wait for assistance reflects directly on the quality of service the OWA delivers.

The OWA has no control over the number of requests we receive. Should the number of requests from injured workers increase, there is a risk that the wait for service will increase.

Goal 4 – Equality of Saskatchewan Women

Objective 1 – Increased reflection of issues affecting women in government policies

The Government of Saskatchewan recognizes and appreciates women's diverse contributions to the success and prosperity of this province. Women are capable of playing a key role in the economic, social, political and cultural development of Saskatchewan, but they still face barriers that prevent them from participating fully. Issues such as balancing work and family, women's care-giving responsibilities for children and the elderly, violence in the home and harassment in the workplace, adequate housing and health care and employment and training needs, not only affect women and their families, they affect society as a whole and government at all levels. Saskatchewan women represent a substantial and valuable pool of human resources. If their collective potential is to be fully realized, governments need to respond to the issues and barriers women confront in ways that are innovative and productive.

It is important to note that some women, particularly Aboriginal women, visible minority women, and women with disabilities and face additional barriers and challenges to achieving equality. Policies and programs, to be fully effective, must respond to diversity as well as gender to facilitate the achievement of all women's full potential.

Through the *Action Plan for Saskatchewan Women*, the government will support initiatives that will assist women to move forward in many aspects of their lives – economically, socially, politically and culturally. The Action Plan identifies key government initiatives under four objectives:

- Economic equality and security for all Saskatchewan women
- Safety for all Saskatchewan girls and women
- Health and well-being for all Saskatchewan women
- Equitable participation of women in leadership and decision-making

Currently, key government policy and decision-makers are attending gender-based analysis training, which will provide them with the skills and tools to identify how government policies and programs impact women, men and diverse groups of women and men in Saskatchewan.

Key Results

Monitor and report on progress made on the proposed 57 actions in the *Action Plan for Saskatchewan Women* [2004-05 planned result].

- *The Progress Report on the Action Plan for Saskatchewan Women* (available at www.swo.gov.sk.ca) was released by the Minister Responsible for the Status of Women on March 24, 2005. The Progress Report provided government responses to actions committed to in the *Action Plan for Saskatchewan Women*.

Deliver a systematic process to guide the integration and monitoring of gender-based analysis (GBA) into government decision-making processes by providing training and education for managers, senior policy analysts, advisors and key government staff and monitor the extent to which GBA is incorporated into decision-making processes. [2004-05 planned result]

- An overview presentation of gender-based analysis (GBA) has been delivered to 238 staff in executive management in government as a way of informing managers and supervisors of how GBA can assist them in their policy, program, and legislative work.

Provide expert advice, analysis and resources to remaining public sector employers who are dealing with any aspect of the development of policies or programs related to women and/or women issues [2004-05 planned result].

- Provided advice, analysis and resources to organizations thatare covered by the Pay Equity Policy Framework. This included approximately 30,700 employees.

Measurement Results

Number of key government staff who have completed gender-based analysis training annually

Measurement	2002-03	2003-04	2004-05
Number of key government staff who have completed GBA analysis training annually	42	45	15

Source: Saskatchewan Labour, Status of Women Office administrative records

This measure quantifies the number of staff across government who receive GBA training. The quality of the training is also measured through a pre-training assessment and post-training evaluation. Training is important if individual government departments and agencies are to ensure that women's issues are considered an integral part of their policy development and decision-making processes.

During 2002-03 and 2003-04, SWO contracted with an external trainer to provide this training. The training was reviewed. After assessing governmental needs and on the basis of participants' feedback, a decision was made to begin to build resources in-house and to develop internal expertise to provide this training. GBA materials that are more responsive to governments needs were piloted in the fall of 2004 and were to be ready for delivery during the 2004-05 fiscal. However, due to changes in human resources in the SWO this continues to be a work in progress. During March 2005, SWO again contracted with an external trainer who provided one training session to assist with the number of requests for training. 2005-06 will see completion of in-house training.

In addition to training government staff, SWO presented a general overview of gender-based analysis to 22 staff in 2003-04 and 208 staff in 2004-05.

More detailed information on performance indicators is contained in the *Progress Report on the Action Plan for Saskatchewan Women* at www.swo.gov.sk.ca.

2004-05 Financial Results

Summary of Expenditures

2004-05 Financial Results Summary of Expenditures (000's)

Subvote/Subprogram	Original Estimate	Actual Expenditure	Variance Over/(Under)
Administration	1,001	971	(30)
Accommodation and Central Services	1,286	1,391	105 [1]
Occupational Health and Safety	5,712	5,586	(126) [2]
Labour Relations Board	690	741	51 [3]
Labour Relations and Mediation	510	515	5
Labour Standards	1,699	1,680	(19)
Education and Labour Standards	2,390	2,450	60
Worker's Advocate	535	524	(11)
Status of Women	378	314	(64) [4]
Subvote Total	14,201	14,172	(29)
Subtotal	**0**	**0**	**0**
Special Warrant Funding	0	0	0
Statutory Adjustment	0	0	0
Total Expenditure	**14,201**	**14,172**	**(29)**

Explanations of Special Warrants and Major Variances

1. Shortfall due to late recognition of accommodation cost changes in the budget cycle.
2. Vacancy savings. The vacant positions impacted the targets for workplace safety.
3. Over-expenditure due to re-establishment of one vice-chair position.
4. Vacancy savings and spending restraints impacted the research capability of the organization, and other priorities of the department reduced expenditures.

Variances greater than $100,000 and/or five per cent of the budget amount are identified.

Summary of Revenues

The department collects revenue relating to the sales of licenses and service fees for inspections and registrations on behalf of the government. The department also receives transfers from Crown entities and other governments for services provided to them. All revenue collected is deposited in the General Revenue Fund. A summary of the department's 2004-05 budgeted revenue compared to actual revenue is presented below. Variance explanations are provided for all variances that are greater than $5,000.

In thousands of dollars

Revenue Category	Budget	Actual Revenue	Variance Over/(Under)
Other Licenses and Permits			
Examination fees	1	1	0
Sales Services and Service Fees	6	6	0
Other miscellaneous services/			
Other registration Fees	37	38	1
Fines, Forfeits, and Penalties Fines and Costs	2	3	1
Transfers from the Federal Government	250	250	0
Transfers from Government Entities	8,420	8,283	(137)[1]
Other Revenues			
Casual Revenue	13	44	31[2]
Total Revenue	8,729	8,625	(104)

Explanations of Major Variances

1. Decrease in Occupational Health and Safety costs due to vacancy management reduced billable amount.
2. Higher than anticipated casual revenue and refund of previous year expenditures.

All moneys collected are remitted to the credit of the General Revenue Fund.

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2. Higher than anticipated casual revenue and refund of previous year expenditures.

All moneys collected are remitted to the credit of the General Revenue Fund.

Where to Obtain Additional Information

If you have any questions or comments about the plan, or would like additional copies, we invite you to call:

Saskatchewan Labour Communications Branch
(306) 787-3637

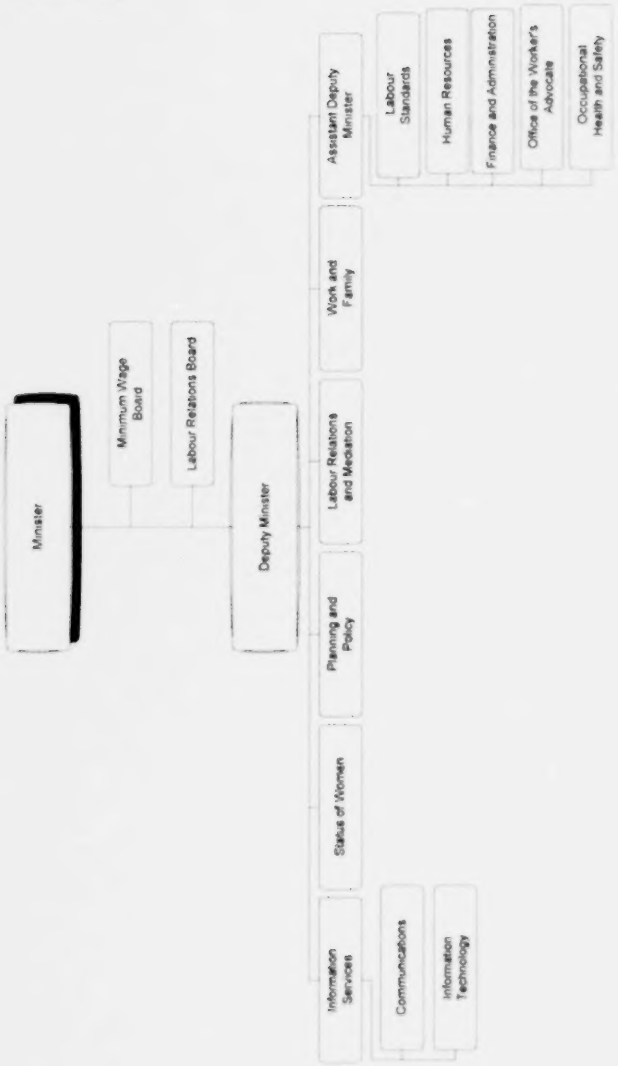
Or visit us on-line at:
www.labour.gov.sk.ca

For additional information, visit:

www.readyforwork.sk.ca
www.swo.gov.sk.ca
www.workandfamilybalance.com
www.worksafesask.ca
www.sasklabourrelationsboard.com

Appendices

Appendix A: Organization Chart (as of March 31, 2005)



Appendix B: Legislation administered by Saskatchewan Labour

The Building Trades Protection Act
The Construction Industry Labour Relations Act, 1992
The Employment Agencies Act
The Family and Community Services Act
The Fire Departments Platoon Act
The Health Labour Relations Reorganization Act
The Human Resources, Labour and Employment Act
The IPSCO Inc. and United Steelworkers of America, Local 5890, Collective Bargaining Act
The Labour-Management Disputes (Temporary Provisions) Act
The Labour Standards Act
The Occupational Health and Safety Act, 1993
The Radiation Health and Safety Act, 1985
The Trade Union Act
The Victims of Workplace Injuries Day of Mourning Act
The Wages Recovery Act
The Women's Affairs Act